

PRC AGENDA

Date:	November 18, 2025		
Time:	3:30 - 4:30 pm		
Location:	Teams Meeting – see meeting invite to join.		
Agenda Item	Presenter	Objective	
1. Introductions and check in -New Members, Visitors, New Roles	Norm Alberg 5 minutes	Check In	
2. Approval of minutes - October	Norm Alberg 3 minutes	Action	
3. Updates from: - Public Records Program- Model Rules - KCIT –AI Governance, MS CoPilot Chat - KCRIGG	Stephanie Santos Grace Preyapongpisan Cynthia Hernandez 20 minutes	Inform, Update	
4. ARMMS Updates Countywide Records and Information Management - Agency Records Officer Open House Follow Up - CoPilot Chat Guidance - Teams Chat Guidance - Legal Holds Policy - EO Transition King County Archives	Ryan Wadleigh Hannah Soukup 15 minutes	Inform	
5. Enterprise Public Records Management and Disclosure - Slide for incoming Executive Team	Cynthia Hernandez 15 minutes	Inform, Engage	
6. Good of Order/ Summary Take-Away Messages	Norm Alberg Jacqueline Tabor 2 minutes	Information, Recap	
7. Adjourn	Norm Alberg		

Upcoming Public Records Committee meeting: December 16, 2025